



New Jersey Department of Children and Families Policy Manual

Manual:	CP&P	Child Protection and Permanency	Effective Date:
Volume:	X	Forms	
Chapter:	A	Forms	10-3-2011
Subchapter:	1	Forms	
Issuance:	22.26	CP&P Form 22-26, New Jersey CP&P Family Risk Assessment (In-Home Cases)	

Click here to view the Form [22-26](#), Family Risk Reassessment (In-Home Cases).

WHEN TO USE IT

This form is used to reassess risk and evaluate a family's progress toward fulfilling the Case Plan and achieving its case goal(s). Use CP&P Form [22-26](#):

- For families in which all or any open children remain at home (i.e., not in placement); and
- When reassessing risk on an ongoing, routine basis.

Use CP&P Form [22-26](#) to guide the decision whether, and when, to close a case; the form is completed within 30 days prior to case closure.

For cases that remain open following reassessment, the newly determined risk level guides minimum visitation requirements (MVR) for ongoing Worker/family contacts. Follow the MVR schedule until the next reassessment is completed.

TIME FRAMES FOR FORM COMPLETION

The Worker completes CP&P Form [22-26](#) for cases remaining in open case status:

- Within six (6) months from receipt of the initial report;
- Every six months thereafter;
- Whenever new case circumstances or new information becomes available that affect risk; and
- Within 30 days prior to case closure.

HOW TO COMPLETE IT

Complete this form in the NJ Spirit application, by accessing it through the NJ Spirit Desktop > Family Reassessment Window > Options Drop-down.

Only complete this template outside of the NJ Spirit application as part of a contingency plan when the application is unavailable. However, in doing so, you are still required to create the form in NJ Spirit when the application becomes available.

Risk reassessment information is recorded and documented in NJ Spirit - the official system of record. Information pre-fills on the CP&P Form [22-26](#). Additional information is user-enterable.

The risk reassessment tool, CP&P Form [22-26](#), is comprised of one risk index, taking into account child abuse, neglect, and child welfare components.

After deriving a Scored Risk Level, determine whether any of the four "Very High Risk Case Status Conditions" exists. Prompt supervisory consultation is required whenever any of these conditions are present.

The Worker and Supervisor determine whether to apply a discretionary override (i.e., raise or lower the Scored Risk by one level). If "yes," circle the "correct" risk level, and enter an explanation/rationale.

A "Final Risk Level" is determined.

DISTRIBUTION

Electronic Copy - NJ SPIRIT Electronic Case Record